

Sample — Memorandum of Understanding (MOU) - Denver

Denver MOU Sampleⁱ

MEMORANDUM OF UNDERSTANDING

Denver Forensic Collaborative for At-Risk Adults

The Denver Forensic Collaborative for At-Risk Adults provides participants with an efficient, expedient forum for staffing high-risk cases of abuse, exploitation, and neglect of at-risk adults with a multidisciplinary team of professionals able to make decisions and take immediate action to better protect the victims and contain the offenders. The Denver Forensic Collaborative for At-Risk Adults (DFCAA) - founded by the Denver City Attorney's Office, Denver District Attorney's Office, and Denver Adult Protective Services - brings together law enforcement, prosecutors, systems- and community-based victim advocates, and providers of services to at-risk adults to develop and sustain a coordinated, comprehensive response to Denver's victims of physical abuse, domestic and dating violence, sexual assault, stalking, neglect and financial and other forms of exploitation who are at-risk adults. The primary goal of the collaborative is to actively respond to and improve the safety of, services for, and support of victims (and potential victims) who are at-risk adults.

The safety of the victims to be discussed is paramount. Maintaining victims' confidentiality and the integrity of the process are also critical. By signing this Memorandum of Understanding and initialing each specific point, you are agreeing to the guidelines (below) for participation.

This protocol is not intended to, nor should it be understood to, affect or extend the legal responsibilities of any of the parties, create or change pre-existing legal obligations, not to create or extend any legal rights to any person or entity not a party to this protocol. This protocol sets forth the intent of the signatories hereto. It is not a legally binding document, and is not intended to confer remedies on any party in the event of its breach. All contracts or other written instruments requiring the assent of the City and County of Denver must be subscribed by the Mayor and attested by the City Clerk.

As a DFCAA participant, I will attend regularly-held meetings to address the coordination of services and referrals, review progress in achieving the project goals and objectives, address communication issues, compare and address protocol and policy issues, and review service implementation plans.

____ I understand that each service and response will be documented to ensure safety and security for those involved.

____ I understand the DFCAA will work towards:

- identifying patterns and tactics of abuse sooner;
- delivering services to victims sooner;
- reducing victim isolation;
- increasing the "eyes and ears" of the agencies involved;
- sharing responsibility for identifying offenders and managing cases; and
- improving the coordination of and communication between services and systems.

_____ I confirm that as a DFCAA participant, I have the commitment and support of my organization's management staff.

_____ I commit to actively participate in meetings in an effort to create and enhance a multidisciplinary collaborative community response to elder abuse, neglect and exploitation.

_____ I commit to work collaboratively to achieve the objectives set forth by the Denver Forensic Collaborative for At-Risk Adults to support victims and contain offenders.

_____ I will provide relevant information on the cases, perpetrators, complainants or victims for the meetings.

_____ I agree to have regular communication with the DFCAA Coordinator and to follow-up on all assigned duties in the timeline agreed upon in the DFCAA meetings.

_____ I agree to notify the DFCAA Coordinator if I wish or need to stop participating in the DFCAA.

_____ I agree to abide by the Confidentiality Agreement as stated below.

Confidentiality Statement

The purpose for the Denver Forensic Collaborative for At-Risk Adults (DFCAA) meetings is to conduct a full examination of suspected abuse and/or neglect of an at-risk adult. In order to ensure a coordinated response that fully addresses all systematic concerns surrounding these cases, the DFCAA should have access to existing records on each person's abuse and/or neglect as they are available. This may include any social services reports, court documents, police records, mental health records, hospital or medical related data, and any other relevant information available.

Each member will engage in a review of its own policies and protocols to determine the extent to which they are designed to aid in improving the identification, investigation, prosecution and adjudication of cases of elder abuse, financial and other forms exploitation and neglect, including physical abuse, domestic violence, dating violence, sexual assault and stalking. Each collaborative partner will abide by confidentiality regulations that are within their organization, agency, or overriding authority during the meetings as well. Each collaborative participant will also engage in timely follow-up with relevant information pertaining to the cases reviewed, as agreed upon in the meeting.

With this purpose in mind, I the undersigned, as a representative of the agency listed below agree that all information is secured in this review meeting and will remain confidential, and will not be used for reasons other than that which it is intended. No material will be taken from the meeting with the case identifying information, except as needed.

This MOU is valid from January 1, 2013 - December 31, 2014.

SIGNATURES OF COMMITMENT

Agency Name:

Participant Name:

Adult Protective Services

Leigh Hinze

Participant Signature

Date

Adult Protective Services

Jessica Naberhaus

Participant Signature

Date

Adult Protective Services

Whitney Nettleton

Participant Signature

Date

Adult Protective Services

Juanita Rios- Johnston

Participant Signature

Date

Denver City Attorney' s Office - DHS

David Bernhart

Participant Signature

Date

Denver City Attorney' s Office – PACE

Linda Loflin Pettit

Participant Signature

Date

Denver City Attorney's Office – PACE

Natricee Bryant

Participant Signature

Date

Denver District Attorney's Office

Deb Shampanier

Participant Signature

Date

Denver District Attorney's Office

Darryl Shockley

Participant Signature

Date

Denver District Attorney's Office

Barbara Martin-Worley

Participant Signature

Date

Denver Health Medical Center

Dr. Richard Martinez

Participant Signature

Date

Denver Police Department

Sgt. Ryan McGinty

Participant Signature

Date

Denver Regional Council of Governments

Nicole Hartog

Participant Signature

Date

Environmental Health

Karl Schiemann

Participant Signature

Date

Mental Health Corporation of Denver

Kristi Mock

Participant Signature

Date

Metro Crisis Services

Cheri Skelding

Participant Signature

Date

Public Administrator's Office

Marcy McMinimee

Participant Signature

Date

Rocky Mountain Human Services

Julie Bansch-Wicker

Participant Signature

Date

SafeHouse Denver

Judy Carrier

Participant Signature

Date

University of Colorado, Denver

Heather Wayne

Participant Signature

Date

University of Denver

Anne DePrince

Participant Signature

Date

SUPERVISORY COMMITMENT

Agency Name:

Adult Protective Services-DHS

Participant Signature

Authorized Official:

Penny May, Manager

Date

Denver City Attorney's Office - DHS

Participant Signature

Barbara Shaklee, Section Director

Date

Denver City Attorney's Office - PACE

Participant Signature

Vince DiCroce, Section Director

Date

Denver District Attorney's Office

Participant Signature

Mitch Morrissey

Date

Denver Health Medical Center

Participant Signature

Dr. Richard Martinez

Date

Denver Police Department

Participant Signature

Lt. James Haney

Date

Denver Health Medical Center

Dr. Richard Martinez

Participant Signature

Date

Denver Police Department

Lt. James Haney

Participant Signature

Date

Denver Regional Council of Governments

Jayla Sanchez-Warren

Participant Signature

Date

Environmental Health

Karl Schiemann

Participant Signature

Date

Mental Health Corporation of Denver

Kristi Mock, Director

Participant Signature

Date

Metro Crisis Service

Cheri Skelding

Participant Signature

Date

Public Administrator's Office

Marcy McMinimee

Participant Signature

Date

Rocky Mountain Human Services

Julie Bansch-Wickert

Participant Signature

Date

Endnotes

¹Denver City Attorney's Office, Denver District Attorney's Office, and Denver Department of Human Services, Adult Protection Services.